

# **INSERT SCHOOL OR DISTRICT NAME**

## **IMPROVEMENT PLAN**

**Cover page should include:**

- **Approval and/or adoption date**
- **Signature of Principal or Superintendent**
- **Reference to approval of KDE Assurances by local board**

**Cover page may include:**

- **All council or board member signatures**
- **Picture or caption unique to your school or district**
- **School or district mission statement**

**Link to current District Assurances on KDE web page:**

**<http://www.education.ky.gov/NR/rdonlyres/efgp7cbgltnjfyfyyhqzr77s47t7oiptwzcgzaizunhciwznioekowm6hgtseudoqpsr72afy4khwpqn2gisw76bh7b/DistrictAssurancesEmailInstructions.pdf>**

# COMPREHENSIVE SCHOOL IMPROVEMENT PLAN

## EXECUTIVE SUMMARY:

### *START WITH A PLAN SUMMARY*

Begin your Executive summary with a very brief Plan Summary that lists the main things the school will be working on under this Plan. For readability, try to make this summary no longer than half a page.

### *CONTINUE WITH A PROCESS SUMMARY*

The legal requirements for Planning involve how you developed the Plan as well as what you put in the Components, and this Process section shows that you are in compliance on those issues. In the Process Summary, include information regarding the following:

1. Mission Statement Development and Review
2. Needs Assessment process aligned with Kentucky's Standards and Indicators for School Improvement or other comprehensive needs assessment process that was used.
3. Priority Needs, Causes, Goals, and Objectives.
4. Substantive achievement gaps, gap targets, and time schedule for closing the gaps.
5. Review drafts of the components.
6. Review estimates and information for Section 7 requests (if any).
7. When the public meeting held to present the Plan to the community, and who attended.
8. When the revised plan was officially approved and adopted.
9. How the plan will be evaluated, and when.
10. For each step listed above, what other stakeholders were involved and how? (You may include names and identify those who represent parents, teachers, other staff, other school and district stakeholders, primary parents, migrant parents, and your community's ethnic diversity.)

**Action Component** \_\_\_\_\_

District Name \_\_\_\_\_

Component Manager \_\_\_\_\_

School Name \_\_\_\_\_

Date \_\_\_\_\_

Priority Need	Goal (Addresses the Priority Need)

Causes and Contributing Factors	Objectives with Measures of Success

**Action Component** \_\_\_\_\_

District Name \_\_\_\_\_

Component Manager \_\_\_\_\_

School Name \_\_\_\_\_

Date \_\_\_\_\_

**Strategies/Activities**

<b>Objective Label</b>	<b>Strategy/Activity</b>	<b>Expected Impact in Terms of Progress and Success</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>End Date</b>	<b>Estimated Resources and Costs</b>